



Office of the City Manager

CONSENT CALENDAR  
July 23, 2019

To: Honorable Mayor and Members of the City Council  
From: Dee Williams-Ridley, City Manager  
Submitted by: Mark Numainville, City Clerk  
Subject: Establish 2020 City Council Meeting Schedule

RECOMMENDATION

Adopt a Resolution establishing the City Council regular meeting schedule for 2020, with starting times of 6:00 p.m. and providing for ceremonial items to be taken up as special items noticed to be heard in advance of the scheduled start time of regular meetings.

FISCAL IMPACTS OF RECOMMENDATION

None.

BACKGROUND

Pursuant to the Open Government Ordinance, the Council must adopt an annual meeting schedule totaling 24 meetings. The schedule generally consists of either two or three meetings per month and provides for Spring, Summer and Winter recess periods. Meetings have not been scheduled on City holidays, Election Day or days of major religious observance.

The second meeting in December is scheduled for December 15, 2020. This meeting will be the first meeting for re-elected and newly elected officials. Due to changes in state election laws related to the post-election canvass of votes, the Registrar of Voters is likely to certify the election on December 3, and adequate time is needed to prepare the certification documents to appear on the Council agenda.

City Council Worksessions will be consolidated and scheduled for monthly special meetings.

The Mayor or a majority of the Council may call special meetings as needed. The Council may also amend the regular meeting schedule when necessary.

At the July 8, 2019 meeting of the Agenda & Rules Committee, the Committee recommended that the City Council meeting schedule for 2020 provide for ceremonial

items to be taken up as special items noticed to be heard in advance of the scheduled start time of regular meetings.

ENVIRONMENTAL SUSTAINABILITY

There are no identifiable environmental effects or opportunities associated with the subject of this report.

CONTACT PERSON

Mark Numainville, City Clerk, 981-6900

Attachments:

1: Resolution

Exhibit A: 2020 Council Calendar

RESOLUTION NO. ##,###-N.S.

ADOPTING THE CITY COUNCIL 2020 REGULAR MEETING SCHEDULE

WHEREAS, pursuant to the Open Government Ordinance, the Council must adopt an annual meeting schedule totaling 24 meetings; and

WHEREAS, the schedule generally consists of either two or three meetings per month and provides for Spring, Summer and Winter recess periods; and

WHEREAS, the proposed schedule (Exhibit A) provides for regular meetings to occur with starting times of 6:00 p.m. on specified Tuesdays of each month with exceptions provided for recess periods or when a meeting would fall on a City, religious or cultural holiday or Election Day, and allows for ceremonial items to be taken up as special items noticed to be heard in advance of the scheduled start time of regular meetings; and

WHEREAS, the Council desires to establish as part of their schedule a Winter, Spring and Summer recess period for 2020; and

WHEREAS, the Mayor or a majority of the Council may call special meetings or revise the regular meeting schedule when necessary.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the Council adopts the 2020 regular meeting schedule on specified Tuesdays at 6:00 p.m. as indicated:

Winter Recess – December 11, 2019 – January 20, 2020  
January 21 and January 28, 2020  
February 11 and February 25, 2020  
March 10, March 24, and March 31, 2020  
Spring Recess – April 1 – April 20, 2020  
April 21 and April 28, 2020  
May 12 and May 26, 2020  
June 2, June 16 and June 30, 2020  
July 14 and July 28, 2020  
Summer Recess – July 29 – September 14, 2020  
September 15 and September 22, 2020  
October 13 and October 27, 2020  
November 10 and November 17, 2020  
December 1 and December 15, 2020  
Winter Recess – December 16, 2020 – January 18, 2021

BE IT FURTHER RESOLVED that ceremonial items may be taken up as special items noticed to be heard in advance of the scheduled start time of regular meetings.

Exhibit A: 2020 Council Calendar

## City Clerk Department 2020 Council Calendar

(Subject to change. For the latest information, please contact the City Clerk Department, 981-6900.)

Note: Ceremonial items may be taken up as special items noticed to be heard in advance of the scheduled start time.

Date	Time
<b>January</b>	
<b>Winter Recess (Dec. 11, 2019 – Jan. 20, 2020)</b>	
Jan 21	6:00 p.m.
Jan 28	6:00 p.m.
<b>February</b>	
Feb 11	6:00 p.m.
Feb 25	6:00 p.m.
<b>March</b>	
Mar 10	6:00 p.m.
Mar 24	6:00 p.m.
Mar 31	6:00 p.m.
<b>April</b>	
<b>Spring Recess (April 1 – April 20, 2020)</b>	
April 21	6:00 p.m.
April 28	6:00 p.m.
<b>May</b>	
May 12	6:00 p.m.
May 26	6:00 p.m.
<b>June</b>	
June 2	6:00 p.m.
June 16	6:00 p.m.
June 30	6:00 p.m.
<b>July</b>	
July 14	6:00 p.m.
July 28	6:00 p.m.
<b>Summer Recess (July 29 – Sept. 14, 2020)</b>	
<b>September</b>	
Sept 15	6:00 p.m.
Sept 22	6:00 p.m.
<b>October</b>	
Oct 13	6:00 p.m.
Oct 27	6:00 p.m.
<b>November</b>	
Nov 10	6:00 p.m.
Nov 17	6:00 p.m.
<b>December</b>	
Dec 1	6:00 p.m.
Dec 15	6:00 p.m.
<b>Winter Recess (Dec. 16, 2020 – Jan. 18, 2021)</b>	